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Financing of the International Tribunal for the Prosecution of Persons Responsible for Serious Violations of International Humanitarian Law Committed in the Territory of the Former Yugoslavia since 1991

Budget of the International Tribunal for the Prosecution of Persons Responsible for Serious Violations of International Humanitarian Law Committed in the Territory of the Former Yugoslavia since 1991 for the biennium 2002-2003

Report of the Secretary-General

Addendum

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Contents

Page

Annexes

I. Budgetary assumptions 3

II. Organization charts 4

III. Monthly vacancy report, December 2000 to August 2001 8

IV. Justification for new, reclassified and redeployed posts 11

V. Equipment requirements 30

VI. Workload indicators 34

VII. Voluntary contributions and Trust Fund activities 38

VIII. Summary of follow-up action taken to implement recommendations of the internal and external oversight bodies and the Advisory Committee on Administrative and Budgetary Questions 41

IX. Financing of the International Tribunal for the Former Yugoslavia for the biennium 2002-2003 44

Annex I

Budgetary assumptions

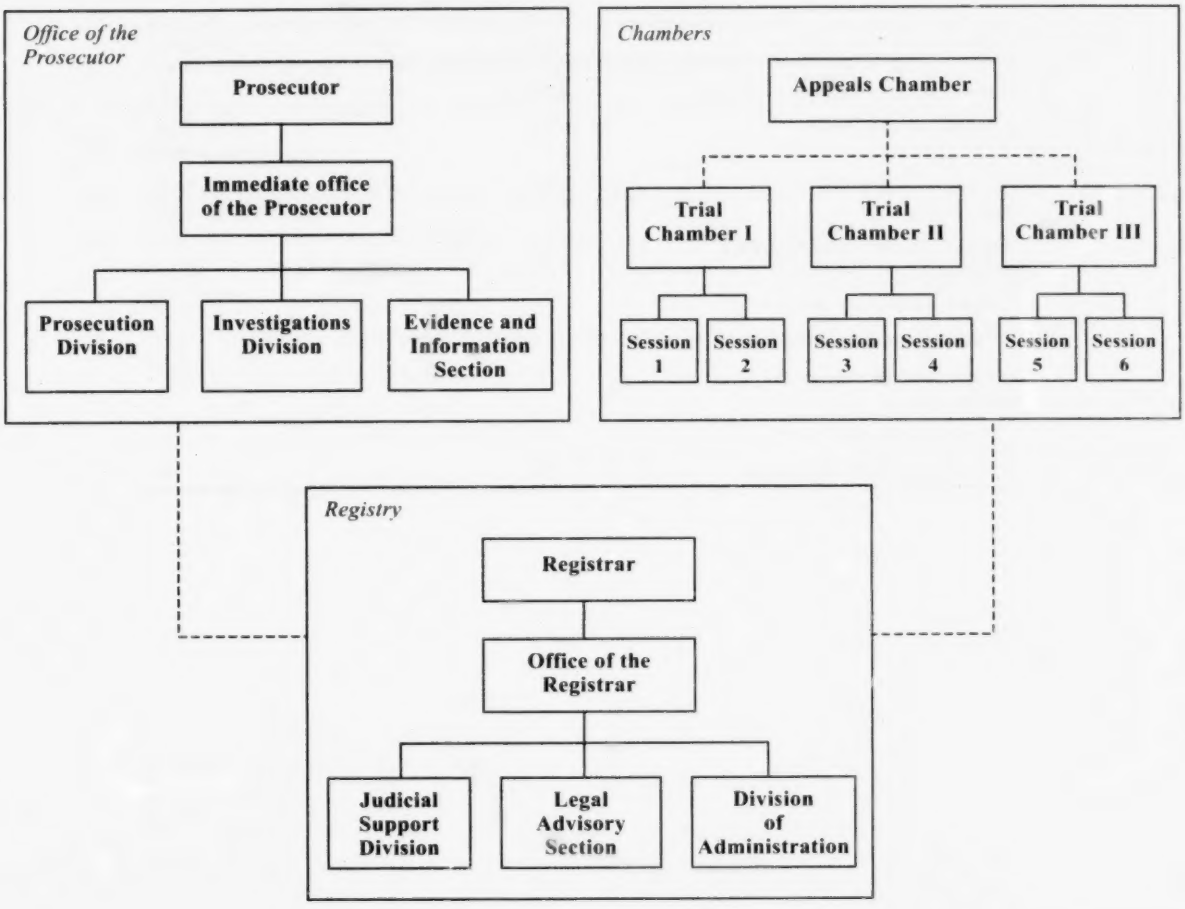
The following parameters were used in formulating the present budget:

	Duty station: The Hague		
Parameter	*2000*	*2001*	*2002-2003*
Rate of exchange (guilder to US$ 1)	2.08	2.47	2.42
Inflation rate (percentage)	2.3	2.7	2.3 for 2002 and 2.4 for 2003
Post adjustment multiplier (percentage)	23.7	4.6	5.975 for 2002 and 7.675 for 2003
Vacancy rates for continuing posts (percentage)			
Professional and above	10	5	5
General Service and related	5	5	5
Vacancy rates for new posts (percentage)			
Professional and above	60	60	50
General Service and related	50	50	40

Annex II

Organization charts

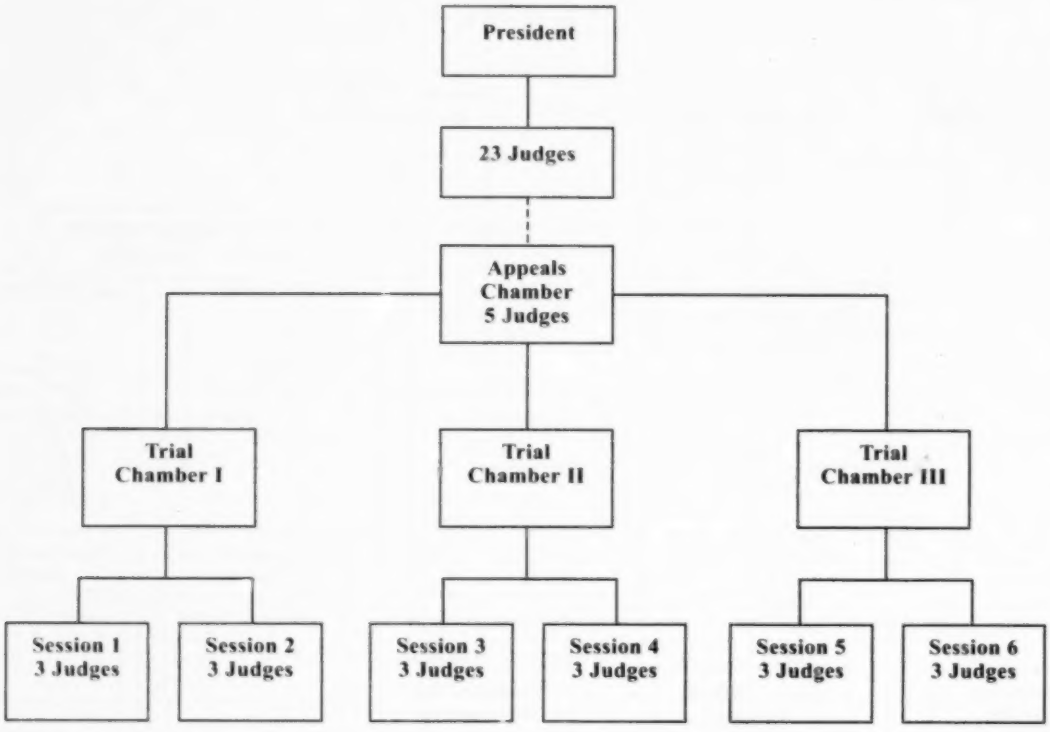
International Tribunal for the Former Yugoslavia



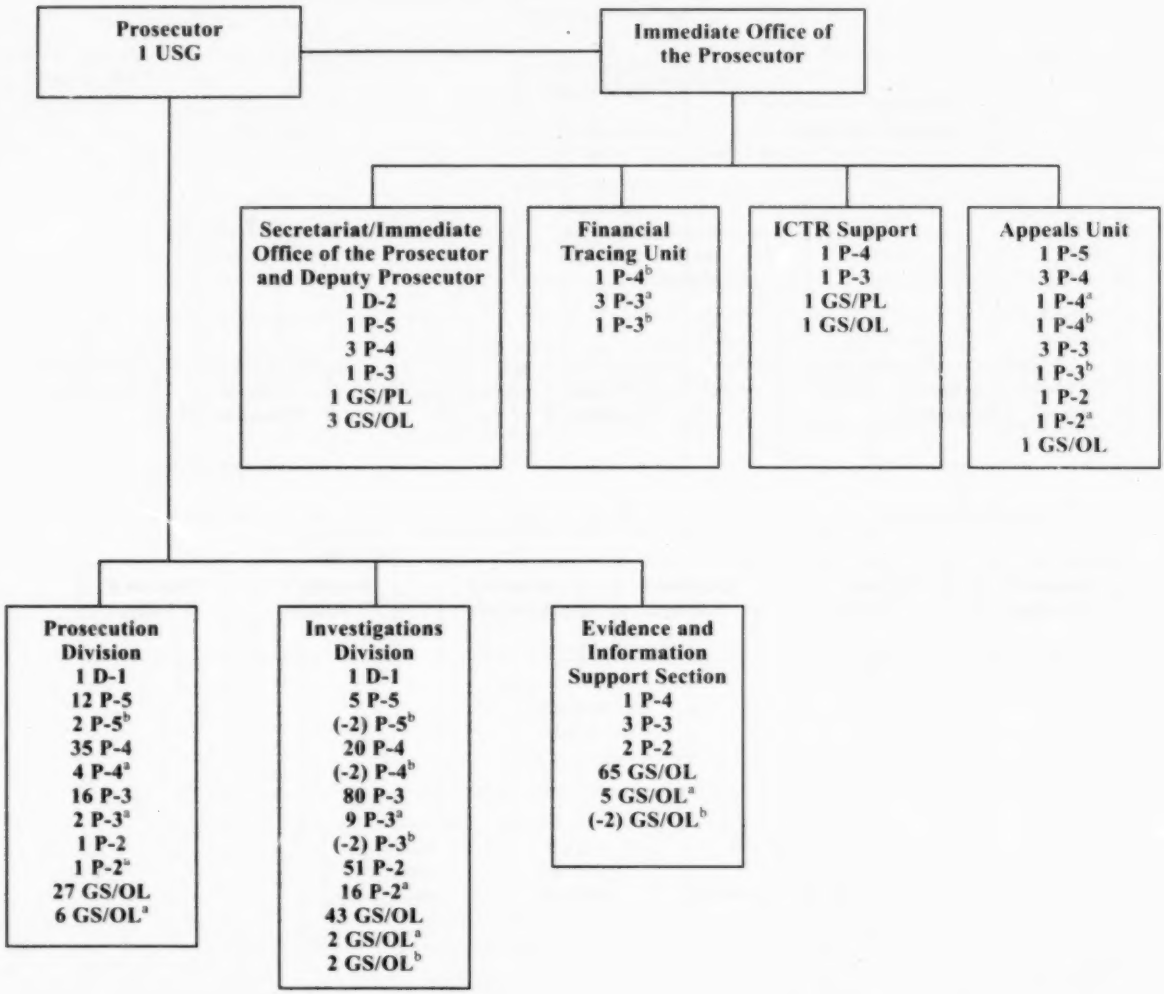
Abbreviations used in organization charts

ASG Assistant Secretary-General
CAO Chief Administrative Officer
GS General Service
ICTR International Criminal Tribunal for Rwanda
OL Other level
PL Principal level
SS Security Service
USG Under-Secretary-General
XB extrabudgetary

Chambers: 2002-2003

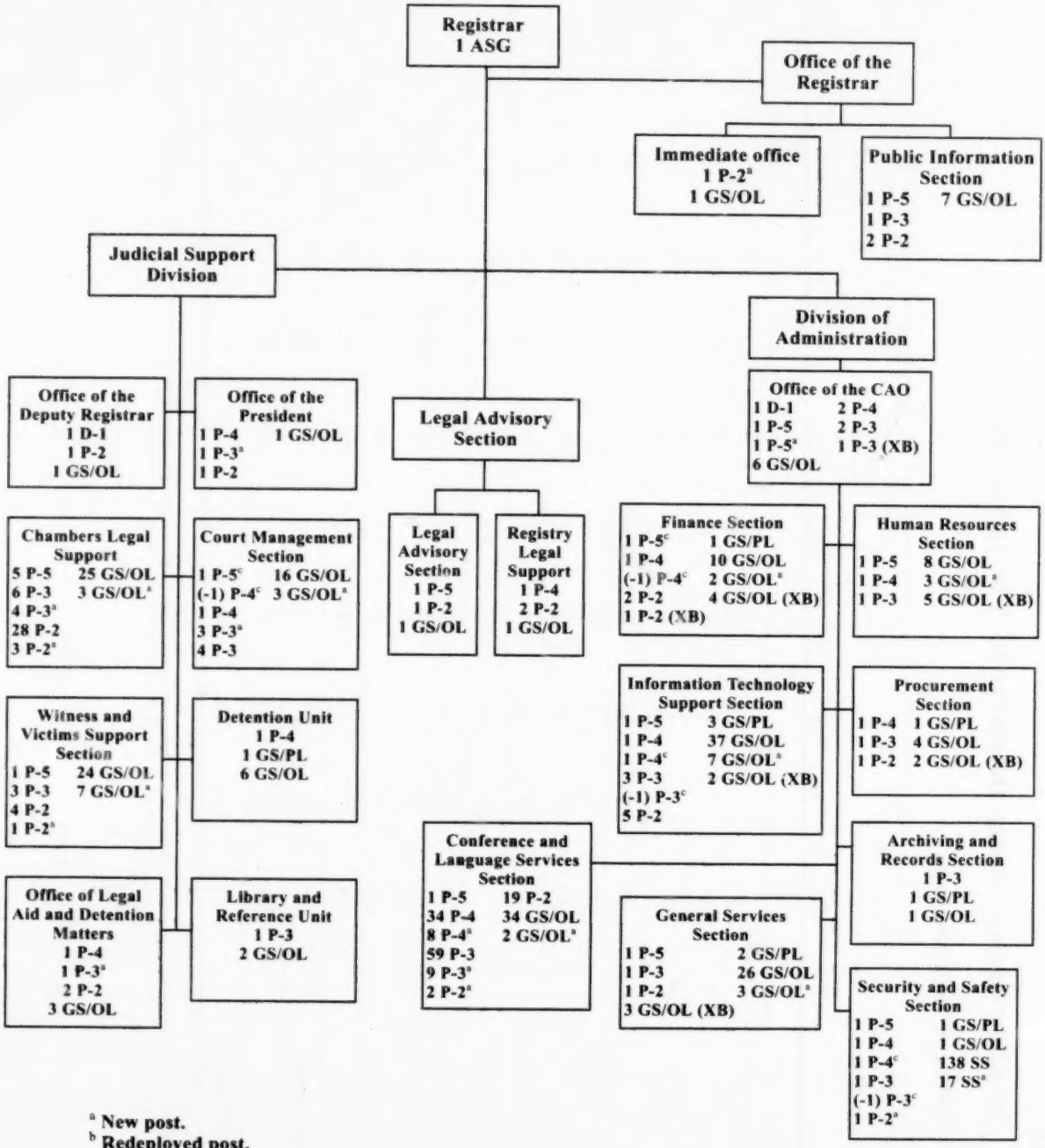


Office of the Prosecutor:
Immediate Office of the Prosecutor and Deputy Prosecutor
2002-2003



[a] New post.
[b] Redeployed post.

Registry: 2002-2003



[a] New post.
[b] Redeployed post.
[c] Reclassified post.

Annex III

Monthly vacancy report, December 2000 to August 2001

A. Office of the Prosecutor

	Authorized staffing	*December*	*January*	*February*	*March*	*Authorized staffing, including ad litem judges*	*April*	*May*	*June*	*July*	*August*
Under-Secretary-General	1	-	-	-	-	1	-	-	-	-	-
Assistant Secretary-General	-	-	-	-	-	-	-	-	-	-	-
D-2	1	-	-	-	-	1	-	-	-	-	-
D-1	2	-	1	1	1	2	-	-	-	-	1
P-5	18	-	1	1	1	19	3	3	3	3	2
P-4	61	9	8	6	5	63	9	8	11	11	10
P-3	103	5	8	6	4	104	6	6	7	9	7
P-2	55	16	14	12	10	55	7	5	2	3	1
Subtotal	**241**	**30**	**32**	**26**	**21**	**245**	**25**	**22**	**23**	**26**	**21**
Vacancy rate (percentage)	-	12.4	13.3	10.8	8.7	-	10.4	9.1	9.5	10.8	8.7
General Service (Principal level)	2	1	1	1	1	2	1	1	1	1	1
General Service (Other level)	137	8	10	10	10	140	13	8	6	8	9
Security Service	-	-	-	-	-	-	-	-	-	-	-
Subtotal	**139**	**9**	**11**	**11**	**11**	**142**	**14**	**9**	**7**	**9**	**10**
Vacancy rate (percentage)	11.3	6.5	7.9	7.9	7.9	-	9.9	6.3	4.9	6.3	7.0
Total	**380**	**39**	**43**	**37**	**32**	**387**	**39**	**31**	**30**	**35**	**31**
Vacancy rate (percentage)	-	10.3	11.3	9.7	8.4	-	10.1	8.0	7.8	9.0	8.0

B. The Registry

	Authorized staffing	*December*	*January*	*February*	*March*	*Authorized staffing, including ad litem judges*	*April*	*May*	*June*	*July*	*August*
Under-Secretary-General	-	-	-	-	-	-	-	-	-	-	-
Assistant Secretary-General	1	-	1	1	1	1	1	-	-	-	-
D-2	-	-	-	-	-	-	-	-	-	-	-
D-1	2	-	-	-	-	2	1	-	-	1	-
P-5	14	2	-	-	-	14	2	2	2	3	3
P-4	42	1	3	3	2	46	7	8	7	7	4
P-3	79	3	9	9	9	86	18	13	14	12	11
P-2	62	5	7	6	6	69	13	14	14	16	14
Subtotal	**200**	**11**	**20**	**19**	**18**	**218**	**42**	**37**	**37**	**39**	**32**
Vacancy rate (percentage)		5.5	10.0	9.5	9.0		19.3	17.0	17.0	17.9	14.7
General Service (Principal level)	10	-	-	-	-	10	-	1	-	-	1
General Service (Other level)	195	2	21	21	20	215	37	36	33	31	31
Security Service	129	1	18	18	15	138	24	22	16	21	22
Subtotal	**334**	**3**	**39**	**39**	**35**	**363**	**61**	**59**	**49**	**52**	**54**
Vacancy rate (percentage)		0.9	11.7	11.7	10.5		16.8	16.3	13.5	14.3	14.9
Total	**534**	**14**	**59**	**58**	**53**	**581**	**103**	**96**	**86**	**91**	**86**
Vacancy rate (percentage)		2.6	11.0	10.9	9.9		17.7	16.5	14.8	15.7	14.8

C. Total

	Authorized staffing	*December*	*January*	*February*	*March*	*Authorized staffing, including ad litem judges*	*April*	*May*	*June*	*July*	*August*
Under-Secretary-General	1	-	-	-	-	1	-	-	-	-	-
Assistant Secretary-General	1	-	1	1	1	1	1	-	-	-	-
D-2	1	-	-	-	-	1	-	-	-	-	-
D-1	4	-	1	1	1	4	1	-	-	1	1
P-5	32	2	1	1	1	33	5	5	5	6	5
P-4	103	10	11	9	7	109	16	16	18	18	14
P-3	182	8	17	15	13	190	24	19	21	21	18
P-2	117	21	21	18	16	124	20	19	16	19	15
Subtotal	**441**	**41**	**52**	**45**	**39**	**463**	**67**	**59**	**60**	**65**	**53**
Vacancy rate (percentage)		9.3	11.8	10.2	8.8		14.5	12.7	13.0	14.0	11.4
General Service (Principal level)	12	1	1	1	1	12	1	2	1	1	2
General Service (Other level)	332	10	31	31	30	355	50	44	39	39	40
Security Service	129	1	18	18	15	138	24	22	16	21	22
Subtotal	**473**	**12**	**50**	**50**	**46**	**505**	**75**	**68**	**56**	**61**	**64**
Vacancy rate (percentage)		2.5	10.6	10.6	9.7		14.9	13.5	11.1	12.1	12.7
Total	**914**	**53**	**102**	**95**	**85**	**968**	**142**	**127**	**116**	**126**	**117**
Vacancy rate (percentage)		5.8	11.2	10.4	9.3		14.7	13.1	12.0	13.0	12.1

Annex IV

Justification for new, reclassified and redeployed posts

A. Office of the Prosecutor

1. Immediate office of the Prosecutor

1. The immediate office of the Prosecutor is composed of four units: a secretariat for the Prosecutor and Deputy Prosecutor, the International Criminal Tribunal for Rwanda Support Section, the Appeals Unit and a new Financial Tracing Unit.

Financial Tracing Unit (new)

New posts: 3 P-3; inward redeployments: 1 P-4, 1 P-3

2. The tracing of assets was previously carried out by the Requests and Information Unit of the Investigations Division. Because of the sensitive and highly specialized nature of the work, the asset-tracing functions will be transferred to a new Financial Tracing Unit, directly under the supervision of the Prosecutor. The new Unit will be entrusted with the identification of: (a) the assets of Slobodan Milosevic and other high-level indictees; (b) the methods of control of the Federal Republic of Yugoslavia leadership during the wars in Bosnia and Herzegovina, Croatia and Kosovo through financial dealings; and (c) the funding of the wars. The study of the illegal financial control and spending of the regime of Slobodan Milosevic will provide a picture of the means and opportunities that were previously unavailable through traditional war crimes investigations. One legal adviser (P-4) and one investigator (P-3) will therefore be redeployed from the Requests and Information Unit of the Investigations Division. In addition, two new investigators (P-3) and one new financial analyst (P-3) will investigate financial tracing and perform the financial analysis of thousands of documents urgently needed to reconstruct the illegal financial activities of the regime of Slobodan Milosevic.

Appeals Unit

New posts: 1 P-4, 1 P-2; inward redeployments: 1 P-4; 1 P-3

3. The Appeals Unit is currently staffed by one senior appeals counsel (P-5), seven legal officers (3 P-4, 3 P-3 and 1 P-2) and one secretary (General Service (Other level)).

4. The Unit is responsible for the preparation and presentation of written and oral submissions for and on behalf of the Prosecutor in all appeals of decisions of trial chambers. Three main developments will have a direct impact on the functioning and workload of the Unit:

(a) A marked increase in the volume of appeals being dealt with by the Appeals Chamber as a result of both the number of trials in 2001 leading to separate appeal, and the increased pace of trials anticipated during the biennium 2002-2003;

(b) The unanticipated level of resort by accused persons to rule 115, the Additional Evidence Rule, of the Tribunal's Rules of Procedure and Evidence;

(c) The availability of new documents and archives in Belgrade and Zagreb and possibly other places (for instance, the Republika Srpska). Rule 68 of the Tribunal's Rules of Procedure and Evidence imposes an obligation for the Prosecutor to provide all exculpatory material to the accused, including between the end of a trial and the hearing of any appeal.

5. One additional P-4 post will ensure the identification, collection, analysis and disclosure to the appellants of all exculpatory material pursuant to rule 68. One additional appeals lawyer (P-2) will assist with the increased workload. In order to respond to the use of rule 115, two posts (1 P-3 and 1 P-4) will be redeployed from the Forensic Unit of the Investigations Division.

2. Prosecution Division

6. The Prosecution Division consists of five units: the Office of the Chief of Prosecutions, the Trial Section, the Trial Support Unit, the Team Legal Advisers and Co-counsel Unit and the Legal Advisory Section.

7. The Division is responsible for the conduct of all prosecutions on behalf of the Prosecutor and for directing and giving assignments to the investigation teams. Three major developments will affect the work of the Division:

(a) The Tribunal's stated mission to complete 12 trials by 2003 and therefore to keep up with the pace of trials arising from arrests as well as from the installation of the ad litem judges;

(b) The new initiative from the Chambers to increase the level of pre-trial work so as to shorten the length of trials, which will lead to an increase in the workload of the prosecution during the pre-trial phase;

(c) The challenge of supporting a higher level of trial activity, particularly in relation to trials involving accused persons whose criminal responsibility arises from their former high leadership positions (including Milosevic).

8. The Office of the Prosecutor is currently structured on the assumption that six trial teams could prosecute six ongoing trials at any point in time, and that four more trial teams would be preparing the next cases to proceed to trial. The streamlining of the pre-trial procedures is intended to shorten the length of trials by identifying and reducing the number of issues to be determined by the Chambers. This process does not involve any reduction in the issues to be determined by the parties, but merely reflects a shift in focus to the pre-trial phase in an attempt to resolve as many issues as possible in a shorter period of time before the case goes to trial. The shift in focus to determining issues during the pre-trial phase, particularly in the complex leadership cases, will place a much heavier burden on the trial teams responsible for the preparation of trials. With the likely increase in the number of cases to be prepared, the trial preparation phase will be far more intensive than it has been in the past. Therefore, the establishment of two additional trial teams is proposed, increasing the total to 12, 6 of which would be in trial at any one time and 6 of which would be involved in trial preparation, ready to proceed to trial in any of the 6 trial chambers upon the completion of a trial. Each trial team is composed of a senior trial attorney (P-5), two trial attorneys (co-counsel) (P-4), one legal officer (P-3), one case manager (General Service (Other level)), and one trial support assistant (General Service (Other level)).

Trial Section

New posts: 2 P-3; inward redeployments: 2 P-5

9. The Trial Section is staffed by 10 senior trial attorneys (P-5), each heading one of the 10 prosecution trial teams, 10 legal officers (P-3) and three secretaries (General Service (Other level)) to support the section.

10. The senior trial attorneys have significant responsibility for the conduct of all investigations and report to the Prosecutor on their progress. They are responsible for the direction, functional control and management of the investigations being undertaken by the Investigations Division, and in that regard supervise the trial attorneys in the day-to-day conduct of investigations.

11. Two posts at the P-5 level are proposed for redeployment from the Office of the Chief of the Investigations Division to the Trial Section to provide for the two additional posts of senior trial attorney required to head the new trial teams.

12. Two new posts at the P-3 level are proposed to provide for two legal officers, one for each new trial team.

Trial Support Unit

New posts: 6 GS/OL

13. The Trial Support Unit is currently staffed by a Chief at the P-2 level and 22 General Service (Other level) staff who are assigned to the 10 trial teams including 10 case managers, 10 trial support assistants and 2 trial support clerks. The trial support staff is responsible, under the direction and supervision of the senior trial attorneys and co-counsel, for the conduct of trial preparations. They undertake searches of the Office of the Prosecutor's evidence and information holdings to identify relevant material for presentation in court or for disclosure or "discovery" to the defence and perform other administrative activities necessary to ensure that prosecution cases can proceed efficiently and professionally.

14. Six new General Service posts are proposed: two case managers and two trial support assistants to staff the two new trial teams and two trial support clerks to strengthen the Unit in the support it provides to all trial teams.

Team Legal Advisers and Co-counsel Unit

New posts: 4 P-4

15. The Unit is staffed by a chief (P-5) and 34 lawyers (33 P-4 and 1 P-3), who serve as either co-counsel/trial attorney or team legal adviser/team attorney depending on the status of the case.

16. In relation to investigations, under the supervision of the senior trial attorneys, the Section provides direction and legal guidance to the Investigations Division, and undertakes substantive legal work, prepares and reviews all indictments and provides litigation support to the trial teams. The co-counsel participate in selecting evidence to be called at trial, proofing witnesses, interviewing the accused, drafting motions and legal submissions and presenting oral arguments and legal submissions

to the Chambers, and may make the opening or closing address on behalf of the prosecution.

17. Four new posts at the P-4 level are proposed to staff the two new trial teams with two legal advisers each.

Legal Advisory Section

New post: 1 P-2

18. The section is staffed by one chief (P-5), seven legal advisers (2 P-4 and 5 P-3) and one secretary (General Service (Other level)).

19. In addition, one legal officer at the P-2 level is required to cope with the increased workload related to legal research generated by the increased number of trials and appeals. The primary tasks will include providing legal input for the development, completion and updating of the Legalref project, conducting other research and drafting legal opinions. The Legalref project will be a fully searchable legal reference database containing electronic copies of all the Tribunal's judicial documents, including all defence and prosecution submissions and decisions.

3. Investigations Division

20. The Investigations Division is composed of the Office of the Chief of Investigations, the Forensic Unit, the Tracking and Intelligence Unit (previously the Requests and Information Unit), a new assessment team, the leadership research team, the military analysis team, 10 investigation teams, the investigation administrative support pool and the field offices of Belgrade, Zagreb, Sarajevo, Banja Luka, Skopje and Pristina.

21. Four major developments will affect the activities of the Investigations Division during the biennium 2002-2003:

(a) The objective to complete as many of the 26 remaining investigations as possible;

(b) A natural shift in the activities of some of the investigative teams: as the phase of establishing what is called "the crime base" has now been completed, emphasis will be placed on documentation, including document processing and proper in-depth analysis;

(c) Increased activities, in the Federal Republic of Yugoslavia as access to both witnesses and document archives becomes available in Belgrade and throughout the country;

(d) Increased trial support activities, including for appeals, as a result of the use of rule 115, the arrival of ad litem judges and the increased pace of trial activity.

Office of the Chief of Investigations

Outward redeployments: 2 P-5

22. The Office is currently staffed by the Chief of Investigations (D-1) and five investigation commanders (P-5) and one administrative assistant (General Service (Other level)) from the administrative support pool. As a consequence of the

organizational change described above (see para. 11), the redeployment of two P-5 posts is proposed to provide for two additional senior trial attorneys in the Trial Section of the Prosecution Division.

23. Each of the three remaining investigation commanders will have responsibility for the management of distinct areas of core operational activity that stretch horizontally across individual cases, as well as a number of investigation teams grouped according to the nature of their investigations. While they will respond to the directives of the senior trial attorneys in the design and operation of investigations, the responsibility for managing the investigative assets will remain with them.

Forensic Unit

Outward redeployments: 1 P-4, 1 P-3

24. The Unit is currently staffed by two P-4 posts: a forensic project manager and a forensic crime scene examiner; three P-3 posts: a forensic anthropologist, an engineer and a logistics officer; and one administrative assistant (General Service (Other level)).

25. The Unit is responsible for: (a) planning and executing the mass grave exhumation programme in Bosnia and Herzegovina as well as other crime scene examinations; (b) recovering all forensic evidence, such as fingerprints, blood samples and ballistics evidence; and (c) recording crime scenes by photographic and video means. The forensic anthropologist and the forensic crime scene examiner will be required to testify in trial proceedings before the Tribunal.

26. After a thorough review of the need for the exhumation of mass graves by the investigation and trial teams, it was determined that a smaller forensic capability should be retained for at least two years: (a) to allow monitoring of local exhumations being undertaken by other organizations and States and to provide assistance as necessary; and (b) to retain the capacity to gear up quickly to carry out a limited forensic programme if some new conflict should break out in the region.

27. It is therefore proposed to redeploy one P-4 project manager and one P-3 logistics officer posts to the Appeals Unit of the Prosecution Division (see para. 5).

Tracking and Intelligence Unit (previously the Requests and Information Unit)

New posts: 2 P-3; outward redeployments: 1 P-4, 1 P-3; internal redeployment: 1 P-2

28. The Tracking and Intelligence Unit is currently staffed by one financial-tracing legal officer (P-4), one financial-tracing investigator (P-3), three intelligence-tracing investigators (2 P-3 and 1 P-2) and one cartographic clerk (General Service (Other level)).

29. The Unit has so far been entrusted with financial investigations, tracking and intelligence gathering related to the identification and the determination of the current whereabouts of indictees. However, the Unit combines too many diverse functions. As described above, the financial tracing activities will be placed under the direct supervision of the Prosecutor through the creation of a new Financial Tracing Unit in the immediate office of the Prosecutor. Moreover, the offices of the

Chief of Prosecution and the Chief of Investigations will undertake functions related to requests to assist Member States. As a result, the Unit will have three main tasks: (a) gathering intelligence; (b) developing sensitive source evidence through the cultivation of insiders and access to sensitive documents; and (c) tracking the whereabouts of indictees with a view to providing timely intelligence to entities with arrest capability. Based on the success of the International Criminal Tribunal for Rwanda Intelligence and Tracking Team in locating and apprehending indictees and in developing information on suspects, the Prosecutor is taking a similar but more modest initiative in the International Tribunal for the Former Yugoslavia.

30. Two posts, one P-4 and one P-3, are therefore proposed for outward redeployment to the new Financial Tracing Unit of the Office of the Prosecutor (see para. 2) and one P-2 post is proposed for redeployment within the Investigations Division to the investigation teams (see para. 42). In addition, two new posts at the P-3 level are proposed to perform the specific function of tracking and locating fugitive indictees.

New assessment team

New posts: 3 P-3, 1 P-2; internal redeployments: 5 P-2

31. Of the 36 investigations to be brought to the indictment stage by 2004, the Investigations Division has completed 10 and formally opened 17. In view of the Division's goal of signing 25 indictments by the end of 2003, the assessment team will be critical in accelerating the opening of the last nine investigations. The new team will collect and analyse material related to the remaining incidents expected to lead to formal investigations and assist in evaluating numerous allegations received by the Office of the Prosecutor in areas where no investigation has been opened yet, including preliminary work in southern Serbia and in the former Yugoslav Republic of Macedonia.

32. The workload of the investigation teams does not allow the absorption of assessment tasks, and it is therefore proposed to establish a new pre-investigation assessment team through the internal redeployment of five criminal analysts (P-2) from the military analysis team (see para. 39) and the creation of four new posts: three investigators (2 P-3 and 1 P-2) and one research officer (P-3).

Leadership research team

New posts: 2 P-3, 1 P-2

33. The team is currently staffed by 12 research officers (1 P-4 and 11 P-3) and one demographer (P-3).

34. The team is responsible for: (a) the identification of the civilian, police and military leadership structures of the parties involved in the conflicts in the former Yugoslavia, including individuals holding positions of control and authority, their de jure and de facto roles and the relationships between them and between the civilian, police and military structures; (b) the development of factual arguments for trial teams regarding the existence or non-existence of an international armed conflict in areas of the former Yugoslavia; and (c) the collection and analysis of demographic information, the primary objective of which is to obtain reliable estimates of the population changes in Bosnia and Herzegovina during the armed conflicts taking

place from 1992 to 1995, in particular the number of deaths, displacements and refugees.

35. The following developments will affect the workload of the team:

(a) Additional leadership investigations, especially that of the Kosovo Liberation Army, still must be completed to make all indicted cases ready for trial;

(b) Several leadership investigations are now approaching indictment or trial; the work of the team increases during the trial-preparation phase and through the trial and appeals;

(c) As changing political circumstances in the region have made large volumes of previously inaccessible documentation available to both the prosecution and the defence only at a very late stage in the proceedings, the team will need to devote a growing proportion of its resources to litigation needs tied to strict court deadlines;

(d) With regard to demographic work, the growing size and complexity of the data sets acquired necessitate the design and implementation of a professional database structure with user-friendly software for facilitating the aggregation, visualization and extraction of data.

36. Three new posts are therefore proposed: two research officers (P-3) and one database manager (P-2).

Military analysis team

New posts: 3 P-2; outward redeployments: 5 P-2

37. The team is currently staffed by a senior intelligence analyst (P-4), four military intelligence analysts (P-3), three military analysts (P-3), one strategic criminal analyst (P-3) and five criminal intelligence analysts (P-2).

38. The responsibility of the team is to undertake specialized analysis of the military aspects of the conflicts in the former Yugoslavia. Three main developments will affect the workload of the team during the biennium 2002-2003 and will require more analytical work to be done concurrently rather than consecutively:

(a) The assignment of the ad litem judges and the increased pace of trial activity;

(b) The projected end-date of 2004 for investigations;

(c) The materials taken from military archives in Croatia and the recent availability of military archives in Belgrade.

39. Three new posts at the P-2 level are therefore proposed to double the current military analyst staff. As mentioned above, the five criminal intelligence analyst posts (P-2) are proposed for internal redeployment to the new Assessment Unit (see para. 32).

Investigation teams

New posts: 9 P-2; internal redeployment: 1 P-2

40. There are currently 10 investigation teams, each composed of a team leader (P-4), eight investigators (5 P-3 and 3 P-2) and a criminal intelligence analyst (P-2). The teams are supported by a pool of 11 language assistants (General Service (Other level)) and 16 investigation assistants (General Service (Other level)) from the administrative support pool.

41. The need for additional criminal analysts has increased in direct proportion to the increase in trial work. With the doubling of court capacity through the use of nine ad litem judges and the new focus of the trial chambers on pre-trial work, the trial preparation time is expected to be much shorter than in the past. The increasing number of appeals will also affect the workload of the investigators as the demand for analysts who are experts in the appeals phase will simultaneously increase, especially in instances where additional evidence is introduced at that stage.

42. To eliminate the shortage of analysts, which is a structural weakness of the Office of the Prosecutor, nine new posts at the P-2 level are proposed, and one P-2 post is proposed for internal redeployment from the Tracking and Intelligence Unit (see para. 30). This would double the analytical capacity of the 10 investigation teams by adding one analyst to each team.

Belgrade field office

New posts: 1 P-3, 1 P-2, 2 General Service (Other level)

43. The office is staffed by a Head of Office (P-4), one operations officer (P-2) and one secretary (General Service (Other level)).

44. The Belgrade office resumed operational functions in early 2001 following the change in government. Current activities already far exceed those of previous years, where the office could operate only in an extremely limited capacity. The responsibilities of the Office include representing the Prosecutor in the field, facilitating requests for information, evidence and witness contacts, supporting approximately five investigation teams in their work and providing assistance and acting as the point of contact to the new Government in transferring the accused. Language skills are critical for monitoring reports in the local media, assisting with investigative leads, maintaining awareness of the local political developments, monitoring reactions to the work of the Tribunal and, most importantly, communicating with various sources, potential witness and local government interlocutors.

45. To ensure the effective operation of the Office, four new posts are therefore proposed: two investigators (1 P-3 and 1 P-2), one language assistant (General Service (Other level)) and one driver (General Service (Other level)).

Skopje field office

New posts: 1 P-3, 1 P-2

46. The office is staffed by one Head of Mission (P-4), one operations officer (P-2), one language assistant, one administrative assistant and one driver (all General Service (Other level)).

47. The office in Skopje has served to backstop the Pristina field office and other operations in Kosovo. The office is the principal entry point for all investigators going into Kosovo and serves as a secure transit storage site for documentation and evidence recovered in Kosovo. Discrete investigations involving Serb victims, which cannot be carried out in Kosovo, are also undertaken using the Skopje office as the base of operations.

48. Two new investigator posts (1 P-3 and 1 P-2) are therefore proposed.

Investigation administrative support

Inward redeployment: 2 General Service (Other level)

49. The administrative support pool is staffed by 28 General Service (Other level) posts, including 11 language assistants (2 of whom are based in Kosovo), 1 secretary to the Chief of the Investigation Division, 3 investigation assistants for the investigation commanders, 10 investigation assistants for the investigation teams (1 of whom is based in Kosovo), 1 investigation assistant for the Tracking and Intelligence Unit, 1 investigation assistant for the leadership research team and 1 investigation assistant for the military analysis team.

50. In order to provide more dedicated support to the investigation teams that are involved in more than one trial at a time, two clerks (General Service (Other level)) are proposed for inward redeployment from the Information Support Unit of the Evidence and Information Support Section (see para. 55).

4. Evidence and Information Support Section

51. The Section is composed of the Evidence Unit, the Information Support Unit, the Systems Development Unit and the Document and Video Indexing Unit and is staffed by 1 information and evidence coordinator (P-4) and 3 P-3, 2 P-2 and 65 General Service (Other level) posts.

52. The Section is responsible for: (a) the retention, storage, security and dissemination of the information and evidence collected by the Prosecutor; (b) the electronic and physical processing of all materials received and filed in the Prosecutor's Office; (c) the location and subsequent retrieval of all relevant materials from that collection; (d) the initial analysis and preparation of summaries of all documentation, including multimedia and imaging support; and (e) the ongoing design, development and maintenance of the computer systems that support those activities.

Evidence Unit

New posts: 5 General Service (Other level)

53. The Evidence Unit is staffed by the Chief (P-3) and 20 General Service (Other level) posts, including 1 records management assistant, 3 information network assistants, 4 computer system assistants, 2 evidence registration assistants, 2 computer system clerks, 2 language assistants/data-entry clerks, 1 video analyst assistant, 1 translation coordinator and 4 records clerks.

54. The increase in courtroom activity and the need to extend ongoing services to staff in the Office of the Prosecutor mean that two shifts will be necessary to provide continuous support to the trials and to maintain its normal service to the investigation teams. It is therefore proposed to establish the following five additional General Service (Other level) posts: one information network assistant to allow the continuous presence of two information network assistants on each shift, serving as a bridge between the Evidence Unit and the trial and investigation teams; two language assistants/data-entry clerks to cover the anticipated increase in the rate of trials as a result of running six trials simultaneously; one evidence registration assistant to enable one person to be dedicated to each shift and the remaining person to provide support during standard business hours, and one records clerk to ensure that materials are numbered, logged and copied expeditiously.

Information Support Unit

Outward redeployments: 2 General Service (Other level); internal redeployments: 5 General Service (Other level)

55. As mentioned above, several investigation teams are supporting multiple trials simultaneously and need more dedicated support. Two General Service (Other level) posts are therefore proposed for redeployment to the administrative support pool of the Investigation Division (see para. 50). In addition, two training assistants and two software support clerks are proposed for redeployment within the Section to the Systems Development Unit (see para. 56), and one video analysis assistant post is proposed for redeployment within the Section to the Document and Video Indexing Unit (see para. 57).

Systems Development Unit

Internal redeployments: 4 General Service (Other level)

56. The Unit is staffed by a Chief of Unit (P-3), a database administrator (P-2) and six General Service (Other level) posts, including three systems development assistants and three systems development clerks. Two training assistants and two software support clerks are proposed for redeployment within the Section to the Systems Development Unit following the recommendation of the Job Classification Panel, which felt that the work of the training and software support staff was more closely related to the work of the Systems Development Unit.

Document and Video Indexing Unit

Internal redeployment: 1 General Service (Other level)

57. The Unit is staffed by a Chief (P-2) and 10 General Service (Other level) posts, including 9 document indexing clerks and 1 document indexing supervisor. In order to more efficiently process documents in the Bosnian, Croat and Serb languages, the functions of four document indexing clerks were revised to those of language assistants to provide quality assurance and revision of the summaries produced by the Unit. In addition, the post of video analysis assistant is proposed for internal redeployment from the Information Support Unit (see para. 55) to be responsible for video analyses and multimedia operations of the Unit.

B. Registry

1. Office of the Registrar

58. The Office of the Registrar is composed of the immediate office of the Registrar, the Public Information Service and the outreach programme (staffed through voluntary contributions; see annex VII).

Immediate office of the Registrar

New post: 1 P-2

59. The immediate office is currently staffed by the Registrar (Assistant Secretary-General) and one personal assistant (General Service/Other level).

60. In the past, an associate legal officer (P-2) was loaned by the Registry Legal Advisory Section to the immediate office to support the Registrar, including acting as a coordinator with other legal services and the administration within the Tribunal. Because of substantial increases in the workload of the Registry Legal Advisory Section, it is no longer possible to loan the post. The absence of such assistance has seriously affected the ability of the immediate office to deal with the substantial increase in its workload and management responsibilities resulting from the establishment of the Coordination Council and the Management Committee and the meetings with the Office of the Prosecutor. An associate legal officer at the P-2 level is therefore proposed.

2. Judicial Support Division

61. The Division is composed of the Office of the Deputy Registrar, the Office of the President, the Chambers Legal Support Section, the Court Management Section, the Witness and Victim Support Section, the Detention Unit, the Office of Legal Aid and Detention Matters and the Library and Reference Unit.

Office of the President

New post: 1 P-3

62. The Office is staffed by the President, the Chef de Cabinet (P-4), a special assistant (P-2) and a secretary (General Service/Other level).

63. The working environment of the Tribunal is increasingly making use of the two official working languages, increasing the need for English and French translation and interpretation services in the Office of the President. In view of the complex legal nature of the issues dealt with by the President, a strong legal background would be required in order to provide the necessary level of service. Therefore, a new linguist-jurist (English-French) post at the P-3 level is proposed.

Chambers Legal Support Section

New posts: 4 P-3, 3 P-2, 3 General Service/Other level

64. The Section is staffed by 5 senior legal officers (P-5), 6 legal officers (P-3), 28 associate legal officers (P-2) (20 of whom are assigned to individual judges) and 25 secretaries (General Service/Other level) (20 of whom are assigned to individual judges).

65. The Chambers Legal Support Section provides legal support to the judges of the Tribunal, including legal research, assistance in drafting and reviewing procedural and substantive orders, preparation of decisions and judgements, case management, pre-trial management and review of cases.

66. Three main developments will affect the workload of the section during the biennium 2002-2003:

(a) The restructuring of the Appeals Chamber and the division of the three trial chambers such that each chamber has two trial sessions following the introduction of ad litem judges;

(b) The changes in the Rules, such as the introduction of rule 92 bis (concerning admission of written statements and prior transcripts in the proceedings), which are intended to shorten the length of trials;

(c) Increased trial activity: 9 cases currently in the pre-trial stage are expected to move to trial and 12 trials are to be completed. Twenty-four new detainees will arrive, who will require pre-trial work. As a result, the trial work is expected to double, while pre-trial work will approximately triple. Similarly, the work of the Appeals Chamber will triple, with an additional 14 appeals expected by the end of 2002. It is therefore anticipated that the Chambers and the Legal Support Section will experience an unprecedented level of judicial activity. This is essential to reduce the length of pre-trial detention and the duration of each trial to complete the mandate of the Tribunal by 2008.

67. In order to meet the needs of the Appeals Chamber and to cope with the increase in its workload, one new legal officer at the P-3 level is proposed.

68. With the objective of completing 12 trials and 9 pre-trial proceedings during the biennium and of commencing the pre-trial proceedings for 24 new accused persons, three new legal officers at the P-3 level are proposed (1 for each Chamber).

69. Following the appointment of three additional ad litem judges, new posts are proposed to support the ongoing trial activities of the new session of the third trial chamber: three associate legal officers (P-2) and three assistants (General Service/Other level), one of each to be assigned to each new ad litem judge.

Court Management Section

New posts: 3 P-3, 3 General Service/Other level; reclassification: 1 P-4 to P-5

70. The Section is responsible for carrying out the preparatory and organizational support tasks for courtroom hearings and is staffed by 1 legal officer (P-4), 4 court officers (P-3) and 16 General Service (Other level) posts, including 4 court record assistants, 5 courtroom clerks, 3 archiving clerks and 4 transcript coordinators.

71. The following developments will affect the workload of the Section:

(a) The arrival of ad litem judges and the division of each trial chamber into two sections in order to allow six trials to run concurrently each day;

(b) The increased number of appeals to be heard by the Appeals Chamber as a direct consequence of the increased trial activity;

(c) Additional hearings based on rules 65 ter and 75.

72. Three new posts at the P-3 level are therefore proposed: two courtroom officers, in order to allow each new session of the trial Chamber to have a dedicated courtroom officer, and one pre-trial court officer to perform the additional hearings while other courtroom officers are attending trials.

73. In addition, three new General Service (Other level) posts are proposed: one court records assistant to cope with the increased number of documents to be filed as a direct consequence of the increase in pre-trial, trial and appellate activity and two courtroom clerks to assist with additional trial sessions and pre-trial proceedings.

74. During the course of 2000 and 2001, amendments to the Rules of Procedure and Evidence, the focus of the Tribunal on arresting and trying high-profile accused persons, the increase in judicial activity and courtroom use and an internal reorganization have led to an increase in responsibilities and in the complexity of the duties carried out by the Chief of the Section. A reclassification from the P-4 to the P-5 level is therefore proposed for this post.

Witness and Victim Support Section

New posts: 1 P-2, 7 General Service/Other level

75. The Section is staffed by one coordinator (P-5), a protection officer, a liaison officer and a support officer (all P-3), two associate protection officers, an associate support officer and an associate legal officer (all P-2) and 24 General Service (Other level) posts, including 3 trial managers, 1 administrative assistant, 4 field assistants, 12 witness assistants, 3 witness clerks and 1 language assistant).

76. The Section comprises three units: the Protection Unit, the Support Unit and the Operations Unit, and is responsible for providing victims and witnesses with services that ensure their safety and security, providing information to them on the proceedings and their legal rights and responsibilities and arranging for their travel, accommodation and other needs, whether called by the prosecution, the defence or the judges. The Section also maintains close contact with the trial teams with respect to all aspects of the appearance of witnesses before the Tribunal.

77. In view of the increased level of trial activity, measures to maximize efficiency while maintaining the ability to respond to the needs of witnesses have been implemented. However, the current staffing will not be sufficient to cover the witnesses required for six concurrent trials. Therefore, eight new posts are proposed: one support officer (P-2) and seven General Service (Other level) posts, including three trial managers, one administrative assistant, one field assistant and two witness clerks.

Office of Legal Aid and Detention Matters

New post: 1 P-3

78. The Office is staffed by one coordinator (P-4), two associate legal officers (P-2) and three General Service (Other level) posts, including one counsel liaison clerk and two administrative assistants.

79. The Office manages the legal aid system of the Tribunal, deals with all detention-related issues, monitors the professional conduct of assigned defence counsel and inquires into the financial status of accused persons claiming to be indigent.

80. In its report on the investigation into possible fee-splitting arrangements between defence counsel and indigent detainees (A/55/759), the Office of Internal Oversight Services shed light on the following two issues: (a) a small number of detainees who were receiving legal aid from the Tribunal may in fact be able to pay for the costs of their defence, or at least a portion of the costs; and (b) some defence counsel may be providing a portion of the fees received from the Tribunal to their clients. The Office of Internal Oversight Services recommended further investigation of those issues as well as the assignment of a financial investigator for that purpose. If both issues were proven, funds could be recovered from the detainees, and defence counsel found to have exercised unethical behaviour would be struck from the list of counsel approved to practice law before the Tribunal. Both activities, if not properly investigated, would harm the Tribunal and the integrity of the judicial process. The Tribunal believes that 12 accused persons and 6 counsel merit investigation.

81. One new financial investigator post at the P-3 level is therefore proposed.

3. Division of Administration

82. The Division of Administration is composed of the Office of the Chief Administrative Officer, the Finance Section, the Human Resources Section, the Information Technology Support Section (formerly the Electronic Support and Communications Section), the Procurement Section, the General Services Section, the Conference and Language Services Section and the Security and Safety Section. The Archiving and Records Management Unit, previously a part of the Office of the Chief Administrative Officer, has been placed under the supervision of the Chief of General Services.

83. As previously mentioned, all developments affecting the Office of the Prosecutor and the Registry have a direct impact on the level of support required from the Division, including:

(a) The intensified use of the courtrooms for additional trial activity;

(b) The extension of working hours of the judges, prosecutors, investigators, court officers and other core personnel during which regular services will need to be provided in order not to hamper the progress achieved through extended courtroom use;

(c) The increase in the number of witnesses and defence counsel due to the extended courtroom capacity will increase the requests for services, including travel, visas, and financial reimbursement of witnesses and defence counsel;

(d) The use of an additional building, which must be provided with an acceptable level of administrative support services. Because of the physical separation of the premises, economies of scale are limited, and some operations, such as security, building maintenance services, computer network and other communications facilities and mail and shuttle services, additional staff and additional service contracts will be required;

(e) The increase in staffing in other parts of the Registry and in the Office of the Prosecutor, combined with the significant growth of the Tribunal over the past several years.

Office of the Chief Administrative Officer

New post: 1 P-5

84. The Office is staffed by a Chief Administrative Officer (D-1), a chief budget officer (P-5), a stress management counsellor (P-4), two administrative officers (1 P-4 and 1 P-3 (outposted)) and six General Service posts, including one nurse.

85. In the past, all medical services have been outsourced to a national health organization that specializes in employee-related services, including pre-placement medical examinations, vaccinations and sick leave certification. The nurse on staff, under existing medical protocols, is not permitted to administer vaccines or dispense medication without a medical doctor on the premises. The difficult conditions under which the Tribunal staff must operate clearly warrant greater attention to their physical well-being.

86. A new medical officer post at the P-5 level is therefore proposed to provide more efficient medical services, including those that are currently not available.

Finance Section

New posts: 2 General Service/Other level; reclassification: 1 P-4 to P-5

87. The Section is staffed by one Chief of Section (P-4), two associate finance officers (P-2), one senior finance assistant (General Service/Principal level) and 10 finance assistants (General Service/Other level).

88. The Section has worked extensively to promote efficiency by automation in order to provide more efficient and cost-effective services in the areas of travel claims, disbursement and voucher tracking, obligation processing and accounts receivable locally. However, those developments will significantly increase the amount of financial services required beyond the existing capabilities.

89. In addition to the increased workload, the responsibilities of the Section have increased significantly over the years, to include trust fund management, increased

accountability towards donors and the handling of all professional payroll by the Tribunal, and have reached a level comparable to that in other organizations where such tasks are handled locally and not by United Nations Headquarters. According to the International Civil Service Commission master standard for the classification of posts in the Professional and higher categories, the functions of the Chief of the Finance Section are those of a P-5 level post.

90. The reclassification of the Chief of Finance post from the P-4 to the P-5 level is therefore proposed, as well as the establishment of two new General Service (Other level) posts: one administrative assistant and one finance assistant.

Human Resources Section

New posts: 3 General Service/Other level

91. The Section is staffed by the Chief of Section (P-5), one head of the Recruitment and Training Unit (P-4), one head of the Staff Administration Unit (P-3) and eight personnel/recruitment assistants (General Service/Other level).

92. The Section is responsible for the administration of Tribunal staff, including recruitment of all personnel, provision of administrative support for all human resource matters in accordance with the United Nations rules, regulations, policies and practices, appointment of staff up to the D-1 level and provision of language, technical and managerial training.

93. The staffing level of the Tribunal overall has risen from 784 posts in 1999 to 968 in 2001, and the greater demands placed on the Section have so far been absorbed within existing resources or through the use of overtime and temporary assistance funding. However, because of the doubling of trial capacity, the addition of ad litem judges with specific terms and conditions of service and the continuation of exhumation activities in 2002-2003 by the Office of the Prosecutor, the current staffing is no longer sufficient and is affecting the speed and quality of the services provided.

94. Three new General Service (Other level) posts are therefore proposed: one administrative assistant, one personnel assistant and one recruitment clerk.

Information Technology Support Section

New posts: 7 General Service/Other level; reclassification: 1 P-3 to P-4

95. The name of the former Electronic Support Services and Communications Section has been changed to reflect the restructuring of the Section. The restructured Section is composed of the Operations Unit, the Development Unit and the Training Unit and is staffed by the Chief of Section (P-5), the Chief of the Operations Unit (P-4), an information technology operations officer (P-3), a computer systems officer (P-3), a Chief of the Development Unit (P-3), a programmer-analyst (P-2), a source administrator (P-2), a development officer (P-2), a database administrator (P-2), a computer training officer (P-2) and 3 General Service (Principal level) and 37 General Service (Other level) posts.

96. During the biennium, the Section will emphasize improving case throughput, primarily by offering more court sessions per week, extending working hours and increasing the use of videoconferencing for witness testimony. In addition, it will

provide the support required for a third building, strengthen cooperation with the International Criminal Tribunal for Rwanda through the use of technology and provide support and services for any new staff members approved for the Office of the Prosecutor and the Registry.

97. The two new trial sessions will require three technical support staff each: one video director, one courtroom audio-visual technician and one courtroom computer assistant. The use of a third building will require one systems engineer for the installation and maintenance of a high-bandwidth link and an additional network management centre to allow for the delivery of information technology network services. Seven new General Service (Other level) posts are therefore proposed.

98. In order to ensure a harmonious and integrated development effort in which processes would be comprehensively implemented, as recommended in a report of the Office of Internal Oversight Services on the audit of information technology management, the new developmental areas were combined with the existing Programming Unit to form the Development Unit. The scope and complexity of the Unit have therefore significantly increased, from programming alone to full systems development across a wide range of technologies, as did the responsibilities of the Unit Chief, who must master a wider range of technical disciplines, including integrated systems development and Intranet techniques, and manage a greater number of staff. Considering the fundamental role the Development Unit has in identifying appropriate technologies and in implementing them in order to make the Tribunal more efficient and effective, reclassification of the Chief of the Development Unit post from the P-3 to the P-4 level is proposed.

General Services Section

New posts: 3 General Service/Other level

99. The Section is staffed by a Chief (P-5), a logistics supply officer (P-3), a building management officer (P-3), a central support services officer (P-3) and a travel officer (P-2), and 2 General Service (Principal level) and 26 General Service (Other level) posts.

100. As a direct result of the above-described developments, three new General Service (Other level) posts are proposed:

(a) One travel/traffic assistant to cope with the increased workload resulting from the increased frequency of both trial-related and investigative travel, as well as the increased pace of travel of witnesses and defence counsel;

(b) One facilities management technician to strengthen the existing staff of five technicians, which will not be sufficient to meet the demands of a total area of almost 30,000 square metres spread out over three different buildings working extended hours on a continuous basis because of the expanded court schedule;

(c) One supply clerk to complement the current staffing of two supply clerks and two mail/pouch clerks with a view to ensuring a minimum level of service at all three buildings. While a new electronic centralized system will enable an online management overview of all existing stores and will incorporate general supplies, security supplies, building maintenance supplies and information technology supplies, the stores will have to be located in the different buildings. In addition, the extended court hours and the further fragmentation of the Tribunal among three

buildings will increase the demand to maintain mail and distribution services (including of trial-related documents) between the buildings and to third parties.

Conference and Language Services Section

New posts: 8 P-4, 9 P-3, 2 P-2, 2 General Service/Other level

101. The Section is staffed by the Chief (P-5), 34 P-4, 59 P-3, 19 P-2 and 34 General Service/Other level posts.

102. The responsibilities of the Section include: (a) translation and consecutive interpretation from and into English, French, Bosnian/Croatian/Serbian, Albanian and other languages as needed, for all organs of the Tribunal; (b) simultaneous conference interpretation for all hearings from and into English, French, Bosnian/Croatian/Serbian and Albanian; (c) field interpretation of interviews by investigation teams, witness-proofing sessions prior to testimony and interviews with suspects; (d) the provision of court-reporting services to provide transcripts in English and French for every courtroom hearing, as well as transcripts of plenary sessions.

103. The following new activities during the biennium 2002-2003 will directly affect the level of service required from the Section: (a) the addition of nine ad litem judges, making it possible to hold six courtroom sessions per day; (b) the holding of a projected 989 court sessions per year; (c) the issuance of six judgements per year relating to trials in first instance and four judgements per year in appeals cases; (d) the addition of 12 new detainees in both 2002 and 2003, each requiring all evidence in a language they understand; (e) the Prosecutor's shift from the collection of information to the analysis of information obtained; (f) new access to archives in the region that were previously unavailable and that will be relevant to investigations; and (g) a growing shift towards the use of French and an additional French-speaking trial chamber.

104. The addition of 21 new posts, comprising 19 Professional and 2 General Service (Other level) staff, are therefore proposed: 3 translator/revisers (P-4), 5 interpreters (P-4), 4 translators (P-3), 5 conference interpreters (P-3), 2 translators (P-2) and 2 General Service (Other level) posts: one language assistant and one conference services clerk.

Security and Safety Section

New posts: 1 P-2, 17 Security Service; reclassification: 1 P-3 to P-4

105. The Section is staffed by the Chief (P-5), the Deputy Chief (P-4), a network security officer (P-3), an Assistant Chief of Security (General Service/Principal level), an administrative assistant (General Service/Other level) and 138 security officers (Security Service).

106. With six court sessions held daily, each involving on average three accused, 14 additional officers are required to provide minimum security in and around the courtrooms. Three additional security officers are also required to extend regular building security operations beyond normal working hours.

107. In the past two years, the Tribunal has become increasingly aware of the need to carefully monitor and fully address information security problems. The

vulnerability of automated information systems, many containing highly sensitive data, has been assessed internally as well as through external intelligence sources. The need to make essential improvements in the security positions of the Tribunal is great. In addition, attempts to gain access to information is expected to grow in gravity and in number, given the fact that high-level accused persons will be in The Hague during the biennium.

108. These concerns have made it clear that the function of the network security officer needs to be more proactive, wide-ranging and multidisciplinary than originally conceived. Responsibilities have increased from the analysis of electronic systems alone to include document handling, asset control, physical security, database management, the development of security policies for all sources of information and the design and delivery of information security induction training for all staff of the Tribunal. Management expertise will be crucial, as will frequent consultations with senior management across all organs of the Tribunal, including liaison with the Chief of the Information Technology Services Section and the Chief of the Security and Safety Section on a daily basis.

109. The addition of 18 new posts: 1 associate network security officer (P-2) and 17 security officers (Security Service) and the reclassification of the information security officer from the P-3 to P-4 level are therefore proposed.

Annex V
Equipment requirements

	Proposed units				
	Replacement (1)	*Additional (2)*	*Total (3)=(1)+(2)*	*Unit cost (4)*	*Total cost (5)=(3)x(4)*
Office furniture					
Cabinets	–	100	100	740	74 000
Workstations	–	178	178	2 800	498 400
Trolleys, ladders and storage units			0		236 820
Chairs	–	153	153	260	39 780
Subtotal	**0**	**431**	**431**	**3 800**	**849 000**
Office equipment					
Office safes		5	5	1 100	5 500
Office equipment	–	2	2		3 900
Subtotal	**0**	**7**	**7**	**1 100**	**9 400**
Electronic data-processing equipment					
Desktop computers	901	364	1 265	1 400	1 771 000
Laptops	93	20	113	2 600	293 800
Network equipment	–	11	11	26 600	292 600
Printers	64	98	162		169 500
Scanners	5	29	34		97 800
Servers	7	4	11	36 500	401 500
Subtotal	**1 070**	**526**	**1 596**	**67 100**	**3 026 200**
Software					
Anti-virus software				–	28 500
Cold fusion development software					16 200
Data planning and presentation software					57 000
Encryption and protection (DiskNet, Internet)				–	32 000
MS SQL server software					118 800
Network Management Software					75 300
Property Control and Inventory Unit detection software					65 000
Software for digital videodisc migration in the Office of the Prosecutor					357 000
Software for language support				–	47 500
Sun finance system					27 500
TASF French Court-Reporting Software					36 000

	Proposed units				
	Replacement (1)	*Additional (2)*	*Total (3)=(1)+(2)*	*Unit cost (4)*	*Total cost (5)=(3)x(4)*
TRIM document management system					106 300
Upgrading of software (various)		–	–	–	67 000
Video-streaming licences					19 000
Zylab imaging software					62 100
Subtotal	**–**	**–**	**–**	**–**	**1 115 200**
Transportation equipment					
Vehicles, heavy sedan, 700 series BMW	–	1	1	50 000	50 000
Vehicle, standard, Victims and Witnesses Section	–	2	2	25 000	50 000
Subtotal	**–**	**3**	**3**	**75 000**	**100 000**
Audio-visual equipment					
Audio translation system	–	1	1	39 000	39 000
Audio-visual distribution system upgrade					138 000
Audio-visual equipment racks	–	2	2	1 250	2 500
Audio-visual equipment (switches, pedals and cards)					86 000
Betacam player	–	2	2	12 000	24 000
Creston controllers		2	2	9 500	19 000
Distortion mixer	–	2	2	23 000	46 000
Dedicated concerns network central control unit	–	1	1	4 600	4 600
Digital videodisc drive	–	2	2	425	850
Liquid crystal display projector	–	1	1	4 000	4 000
Matrix switches	–	2	2	20 000	40 000
Monitor/television	56	2	58	875	50 750
Plasma touch screens	–	3	3	24 000	72 000
Presentation system	–	4	4	13 200	52 800
Projector	–	1	1	3 500	3 500
Translation system (closed-loop)	–	1	1	6 100	6 100
Videocassette recorder	20	14	34	2 200	74 800
Video teleconferencing system	–	1	1	4 500	4 500
Videocamera/lens	6	–	6	5 000	30 000
Video noise reducers	–	2	2	12 000	24 000
Video switch matrix	–	2	2	20 000	40 000
Subtotal	**82**	**45**	**127**	**205 150**	**762 400**

	Proposed units				
	Replacement (1)	*Additional (2)*	*Total (3)=(1)+(2)*	*Unit cost (4)*	*Total cost (5)=(3)x(4)*
Communications equipment					
Cryptographic telephones	–	12	12	8 000	96 000
Encryption modules		14	14	5 000	70 000
Fax machines	20	–	20	500	10 000
Fax machines, portable	4	–	4	300	1 200
INMARSAT-M	3	–	3	5 000	15 000
Satellite link between the Yugoslavia and Rwanda Tribunals	–	–		–	500 000
Mobile telephones	50	27	77		11 250
PBX boards	8	12	20	2 100	42 000
Radio, accessories					10 000
Radio, UHF base station	–	1	1	2 500	2 500
Radio, UHF vehicle	–	3	3	1 500	4 500
Repeater, secure	–	1	1	12 000	12 000
Router (voice/data)	–	8	8	7 000	56 000
Satellite earth stations	–	1	1	80 000	80 000
Satellite modems	–	4	4	5 000	20 000
Telephone hub		1	1	20 000	20 000
Telephone set (digital)	–	225	225	200	45 000
Transceiver (UHF, VHF)	75	–	75	350	26 250
Secure transceiver (UHF, VHF)	–	30	30	600	18 000
Miscellaneous equipment					70 300
Subtotal	**160**	**339**	**499**	**150 050**	**1 110 000**
Security equipment					
Firearms	–	16	16	1 000	16 000
Ammunition					34 000
Firefighting equipment	–	2	2	3 000	6 000
Metal detectors and X-ray machines	2	–	2	40 000	80 000
Training equipment	–	1	1	3 500	3 500
Other security equipment					45 500
Subtotal	**2**	**19**	**21**	**47 500**	**185 000**

	Proposed units				
	Replacement (1)	*Additional* (2)	*Total* (3)=(1)+(2)	*Unit cost* (4)	*Total cost* (5)=(3)x(4)
Other equipment					
Power tools					3 000
Subtotal	–	–	–	–	**3 000**
Total					**7 160 200**

Annex VI

Workload indicators

Workload indicators	*2000 actual*	*2001 estimate*	*2001 actual (as at 31 May 2001)*	*2002-2003 projected*
Chambers				
Number of accused in trial	13	10	14	21
Appeals (Yugoslavia Tribunal)	73	10	5	74
Court sessions	737	1 002	321	2 400
Plenary days	8	9		20
Documents filed (total pages)	79 321	90 000	25 973	240 000
Documents filed (total pages, Chambers)	3 604	4 800	2 362	19 000
Pages of transcript	78 647	90 000	33 290	360 000
Office of the Prosecutor				
Prosecution Division				
Motions/applications/responses	400	450	150	900
Trials under preparation	8	15	9	26
Research papers (Legal Advisory Section)	20			50
Investigations Division				
Number of investigations	37	42	39	42
Witnesses interviewed	5 620	6 000	1 519	6 500
Search warrants obtained	14	14		3
Requests for assistance in	590	600	451	1 400
Requests for assistance out	1 391	1 400	576	2 400
Leadership research team				
Reports prepared	212	200	104	400
Military analysis team				
Reports prepared	612	600	305	1 200
Fugitive Intelligence and Sensitive Sources Unit				
Intelligence contacts	386	400	148	650
Forensic Unit				
Mass grave sites assessed for possible exhumation	288	10	5	
Mass grave exhumations completed	264	7	4	
Bodies exhumed	1 824	1 000	124	
Post-mortems performed	1 824	1 000	474	
Information and Evidence Section				
Number of document pages held in the evidence collection	2 128 000	2 200 000	2 378 243	3 564 000
Number of documentary videos held in the evidence collection	3 936	3 700	4 338	5 250

Workload indicators	*2000 actual*	*2001 estimate*	*2001 actual (as at 31 May 2001)*	*2002-2003 projected*
Criminal intelligence database				
Relationships entered (cumulative total)	737 700	825 000	740 991	
Registry				
Press and information				
Press contacts	36 900	43 600	17 000	95 000
Number of visiting groups (universities, law societies, etc.)	160	200	86	420
Number of visitors (universities, law societies, etc.)	3 005	4 000	1 586	11 500
Internet home page queries	1 110 000	1 200 000	749 298	6 100 000
Judicial Support Division				
Detention Unit				
Detainees (average)	35	50	38	120
Detainees transported	996	1 331	490	4 952
Visitor-hours	16 946	25 382	7 433	57 380
Telephone calls monitored	27 552	29 118	14 653	112 236
Office of Legal Aid and Detention Matters				
Defence team members	125	150	157	385
Detainee visit permit applications	623	900	236	1 570
Library and Reference Unit				
Size of collection	5 074	6 300	5 475	16 000
Search requests	4 165	4 800	2 060	12 800
Legal database hours	1 541	1 500	610	5 500
Legal Division				
Witness and Victims Support Section				
Witnesses	512	670	244	1 882
Witness-days	3 703	5 360	1 691	15 056
Relocation requests	15	30	6	68
Witnesses with additional protective measures	168	210	167	596
Witnesses with additional support needs	141	241	67	300
Registry Legal Advisory Section				
Contracts reviewed	38	35	17	70
Research projects	13	17	6	32
International agreements negotiated	22	22	7	30
Administration Division				
Human Resources Section				
Staffing table	848	951	914	2 200
Other personnel	350	300	205	1 200
Applications received/screened	7 126	10 000	4 721	22 000

Workload indicators	*2000 actual*	*2001 estimate*	*2001 actual (as at 31 May 2001)*	*2002-2003 projected*
Offers of appointment	480	500	111	1 100
Special service agreement contracts	908	800	336	2 000
Finance Section				
Payroll (regular, extrabudgetary and project staff)	1 111	1 250	1 157	1 450
Invoices/claims processed (per month)	1 563	1 500	1 738	1 750
Payments issued by Cashier's Office (per month)	2 276	2 500	2 449	2 750
General Services Section				
Buildings management				
Work orders completed	7 221	6 022	3 834	16 928
Pouch/fax/mail				
Number of receiving and inspection reports processed	1 030	1 200	377	1 920
Reproduction requests (pages)	1 530	1 500	952	6 120
Protocol (visa/identity card applications)	3 736	8 028	1 324	8 800
Vehicle fleet	138	132	139	256
Travel				
Authorizations, PT.8s raised	6 508	7 500	2 869	15 452
Archiving Unit				
Records transferred (metres)	207	60	83	168
Requests for information	443	240	121	480
Documents destroyed (metres)		432	12	
Procurement Section				
Purchase orders issued	1 063	840	437	2 240
Information Technology and Support Services Section				
Local area network support requests	4 723	8 451	3 611	19 787
Help desk support requests	35 371	57 556	20 908	118 955
Audio-visual support requests	3 442	2 950	1 208	6 014
Communication support requests	2 260	2 284	1 644	9 193
Training – trainee-days	2 129	2 000	1 012	5 638
Language and Conference Services Section				
Pages translated (per year)	67 238	80 000	25 756	260 500
Conference interpreter-days	3 145	4 590	1 307	17 802
Field interpreter-days	191	3 353	1 536	7 400
Verbatim reporting-days				
French	1 906	561	952	7 952
English	427	561	188	1 978

Workload indicators	*2000 actual*	*2001 estimate*	*2001 actual (as at 31 May 2001)*	*2002-2005 projected*
Security and Safety Section				
Personnel screened upon entering building	479 200	376 300	238 125	852 000
Parcels inspected and X-rayed	89 468	75 800	38 936	156 000
Visitor badges issued	15 585	18 300	5 898	36 600

Annex VII

Voluntary contributions and Trust Fund activities

1. The General Assembly, in its resolutions 49/242 B of 20 July 1995 and 53/212 of 18 December 1998, invited Member States and other interested parties to make voluntary contributions to the International Tribunal for the Former Yugoslavia that were acceptable to the Secretary-General. As at 30 June 2001, cash donations of approximately $32,828,242 had been received for the Voluntary Fund to support the activities of the Tribunal, established by the Security Council in its resolution 827 (1993) of 25 May 1993. Pledges of a further $1,445,803 and in-kind contributions valued at approximately $74,878, excluding the costs of staff and experts on loan from Governments, international organizations and institutions, had been received. For the period from 1 October 2000 to 30 June 2001, the Tribunal received approximately $2,574,545 in voluntary cash contributions.

2. In 2000, gratis personnel were requested by the Prosecutor to assist the Tribunal in the completion of work started in Kosovo during 1999 and were exceptionally approved on a short-term basis, not to exceed six months, by the Secretary-General. Several States entered into formal agreements with the United Nations to make national experts available to the Tribunal during 2000. A total of 97 gratis personnel (a total of 106 work-months) were assigned to the Tribunal from Austria, Belgium, Canada, Denmark, Finland, France, Sweden and Switzerland.

3. As at 30 June 2001, 40 interns were participating in the Tribunal's internship programme in the areas of criminal law, international humanitarian law, computer operations support, public information services and human resources management. The interns were assigned to the Office of the Prosecutor, the Chambers and the Registry, and provided additional support in their area of expertise.

4. Voluntary contributions have been utilized for activities related to supporting the Tribunal's prosecution and investigation activities (such as the Office of the Prosecutor's arrest initiative and operations in Kosovo), reviewing cases through the rules of the road project, assisting victims and witnesses, supporting the outreach programme, training sessions for defence counsel and the further development of the Tribunal's Library. The status of voluntary cash contributions to support the activities of the Tribunal, as at 30 June 2001, follows:

Cash contributions to the Voluntary Fund by contributor as at 30 June 2001

(In United States dollars)

From inception to 30 September 2000	30 253 697
For the period from 1 October 2000 to 30 June 2001	
Finland	155 944
Germany	100 000
Luxembourg	24 983
Norway	32 189
Portugal	9 998
United Kingdom of Great Britain and Northern Ireland	1 190 850

United States of America	250 251
European Union	778 479
European Union/Carnegie Foundation	31 851
Subtotal	**2 574 545**
Total	**32 828 242**

Cash pledges to the Voluntary Fund by contributor as at 30 June 2001

(In United States dollars)

Bosnia and Herzegovina	45 455
Canada	645 161
United States of America	250 251
European Union	503 687
German Bar Association	1 500
Total	**1 446 054**

5. In-kind contributions received from 1 October 2000 to 30 June 2001 were as follows:

(a) Equipment. The International Criminal Justice Resource Centre donated five mobile communicators for the Victims and Witnesses Unit valued at $3,600;

(b) Services. The Rehabilitation and Research Centre for Torture Victims donated protection, counselling and support services for the Tribunal's most vulnerable witnesses valued at $71,278.

6. The following major activities were funded by cash contributions to the Voluntary Fund during 2001:

(a) Rules of the road. Since its commencement, the rules of the road project has received a total of 914 prosecution files from national prosecutors in Bosnia and Herzegovina and the Republika Srpska. From those files, close to 1,300 suspects have been reviewed. Funding from donors has enabled work on the rules of the road project to continue through 2001, covering the costs of legal, translation, research and administrative staff. As at 30 June 2001, expenditures of approximately $262,200 had been recorded;

(b) Library. The European Commission continued its support of the Tribunal's library, enabling it to further develop its collection of books, legal journals, compact disc-based media and online legal databases. As at 30 June 2001, expenditures of approximately $76,500 had been recorded;

(c) Kosovo operations. Contributions were received through the Voluntary Fund to assist the Tribunal with additional tasks arising from the conflict in Kosovo. The following activities continued to be funded during the period under Kosovo operations: a Kosovo investigative team, a workload backfill project, a document exploitation project, assistance to local prosecutions and administrative, financial

and interpretative support staff for Kosovo operations. As at 30 June 2001, expenditures of approximately $4,443,600 had been recorded;

(d) Outreach programme. The outreach programme has focused its efforts on improving the external perception of the Tribunal, the activities of the Tribunal and the Chambers, in particular, and on communicating those activities more clearly to the peoples of the former Yugoslavia. Voluntary contributions assisted the project to expand upon its work in the region. Funding was used to cover the costs of staff, the purchase of a vehicle for the field, general operating costs, and production and promotional costs. As at 30 June 2001, expenditures of approximately $227,000 had been recorded;

(e) Office of the Prosecutor arrest initiative. A contribution from the Government of Switzerland enabled a political officer to be employed by the Tribunal to provide additional support to the Prosecutor in her efforts to persuade Governments to arrest persons indicted for war crimes. As at 30 June 2001 expenditures of approximately $87,200 had been recorded;

(f) Other activities. Other activities included the continued employment of one person to investigate demographic changes in Bosnia and Herzegovina; witness support, including medical services and contingency clothing; and an orientation and training programme to familiarize defence counsel with the Tribunal and its rules and practices. As at 30 June 2001, expenditures of approximately $101,800 had been recorded.

Annex VIII

Summary of follow-up action taken to implement recommendations of the internal and external oversight bodies and the Advisory Committee on Administrative and Budgetary Questions

Brief description of the recommendation	*Action taken to implement the recommendation*
Board of auditors (A/55/5/Add.12, chap. II)	
The Board recommends that the Tribunal disclose the liabilities for end-of-service benefits, post-retirement benefits and annual leave in its financial statements in compliance with United Nations accounting standards (para. 13).	Fully implemented. The Tribunal has submitted the required information to the Headquarters Accounts Division in full compliance with the United Nations accounting standards. It is expected that this information will be reflected by the Accounts Division in the Tribunal's published financial statements.
The Board recommends that the Tribunal review its procedures for planning the use of courtrooms to ensure effective use of the available facilities (para. 27).	Implemented. The Tribunal has made efforts, to the extent possible, to maximize its use of the courtrooms. The establishment of the two ad litem trial chambers is expected to result in a much higher courtroom usage rate.
The Board recommends that the Tribunal review its legal aid system with the aim of establishing tighter controls and limits over defence costs (para. 38).	Implemented. The Tribunal's legal aid system has been reviewed in detail, and a substantially amended directive on assignment of defence counsel has been approved and implemented. The Registry practice related to legal aid, and in particular the practice regarding the allotment of maximum working hours for defence teams, has also been reviewed and amended.
Office of Internal Oversight Services (A/55/759)	
The Office recommends that the Tribunal adopt a practice of denying remuneration to counsel in connection with frivolous motions (para. 79, recommendation 2).	Implemented. The Registry closely monitors the motions of counsel in order to track down frivolous motions. In addition, the Chambers advises the Registry of motions it deems frivolous. However, the number of clearly identifiable motions of that kind remains low.
The Office recommends that in order to better determine the validity of indigency claims made by the suspects/accused persons, the Tribunal should assign a full-time investigator to the Defence Management Section to investigate claims of indigence, including asset-tracing and possible relations between defence team members and the suspects/accused persons (ibid., recommendation 4).	Implemented. Arrangements have been made to free up funds for the assignment of an investigator. The hiring process was to be completed in July 2001.

Brief description of the recommendation	*Action taken to implement the recommendation*
The Office recommends that the Tribunal formulate a working definition of indigence and define "sufficient means" in relation to maximum financial limits on the assets owned by a suspect/accused person. Even where counsel has been assigned, a suspect/accused individual with some assets may be ordered to make contributions to the cost of his/her defence using a pre-determined formula or, alternatively, consider a legal aid formula of providing staff defence lawyers rather than paying fees (para. 80, recommendation 6).	Implemented. The threshold for the granting of legal aid now refers to "sufficient means" only, no longer to indigence. "Sufficient means" has been defined in revision 8 of the Directive on Assignment of Defence Counsel, which entered into force on 1 January 2001. Revision 8 also provides for the payment of partial legal aid, covering only the gap between the available means of the accused and full legal aid.
The Office recommends that the Tribunal implement rules to control changes of counsel and the publication of clear guidelines on the definition of the "exceptional circumstances" ground permitting a suspect/accused person to change counsel (para. 84, recommendation 8).	Implemented. The "exceptional circumstances" standard has been dropped in favour of the "in the interests of justice" standard, which more accurately reflects the relevant considerations, such as speedy trials, interests of co-accused, economy of trials, etc.
The Office recommends revision of the code of professional conduct to specifically prohibit fee-splitting arrangements between counsel and clients and the imposition of sanctions for breaches of same (para. 86, recommendation 10).	Under way. Due to a staff shortage, it has not been possible to date to issue a revised draft code of conduct. However, the relevant issues were identified, and the modus operandi for preparing a draft was established.
The Office recommends reviewing the qualifications and independence of defence team investigators (para. 87, recommendation 12).	Implemented. Both factors are closely monitored and assignments are refused or withdrawn if justified.
The Office recommends requiring a detailed breakdown of defence charges (para. 90, recommendation 14).	Implemented. The Registry requires detailed breakdowns of charges for its auditing of invoices.
The Office recommends that ranges be established by the Tribunals for each task counsel performs (para. 91, recommendation 16).	Implemented. Effective January 2001, a new payment practice for counsel has been implemented. It gives counsel flexibility as to which tasks to allocate working hours to, but places a limit on the total allowable hours. While in this way counsel must take responsibility for how they can most efficiently allocate their available working time, the Registry continues to audit invoices in detail and rejects payments if justified. The fixed fee for familiarization with cases has been raised by revision 8 of the Directive, and which work it covers is now defined.

Brief description of the recommendation	*Action taken to implement the recommendation*
Advisory Committee on Administrative and Budgetary Questions (A/55/642)	
The Advisory Committee reiterates its recommendation that a comprehensive report be submitted to the fifty-sixth session of the General Assembly on the results of the implementation of the recommendations of the Expert Group to Conduct a Review of the Effective Operation and Functioning of the International Tribunal for the Former Yugoslavia and the International Criminal Tribunal for Rwanda (para. 5).	Implemented. A comprehensive report has been prepared and will be submitted as requested.
The Committee requests that in the future a completed performance report be prepared and submitted prior to or concomitant with the submission of the annual budget estimates (para. 15).	Implemented.
The Committee requests that the performance report include explanations on expenditures incurred during the period concerned on major activities funded from cash contributions to the Voluntary Fund (para. 17).	Noted. The Tribunal will provide the requested information.

Annex IX

Financing of the International Tribunal for the Former Yugoslavia for the biennium 2002-2003

(In United States dollars)

	Gross	*Net*
Estimated appropriation for 2002-2003 (after recosting)	256 241 300	229 787 800
Less:		
Prior period credits and debits[a]	(1 888 600)	(4 142 200)
Estimated income for the biennium 2002-2003	(154 400)	-
Balance to be assessed for 2002-2003:[b]	254 198 300	225 645 600
Contributions assessed on Member States in accordance with the scale of assessments applicable to the regular budget of the United Nations for 2002	63 549 575	56 411 400
Contributions assessed on Member States in accordance with the scale of assessments applicable to peacekeeping operations of the United Nations for 2002	63 549 575	56 411 400

[a] Prior period credits and debits include: provision for expenditures charged against the commitment authority approved under General Assembly resolution 55/225 B of $4,854,700 gross ($3,571,900 net), as opposed to the authorized amounts of $5,280,900 gross ($4,899,400 net); the difference between anticipated and realized unencumbered balance for 2000 ($3,183,700 gross ($4,154,500 net)); and interest and other miscellaneous income for the biennium 2000-2001 as at 30 June 2001 ($3,559,600).

[b] Equivalent amounts would be presented to the General Assembly at its fifty-seventh session for assessments for 2003.